

VILLAGE ESTATES WEST SPECIAL DEPENDENT DISTRICT MINUTES OF  
November 8, 2017 REGULAR MEETING

The regular monthly meeting of the Village Estates West Special Dependent District was convened by President Tammy Norton at 7:39 PM at the McDonald's restaurant, 5359 Ehrlich Rd., Tampa, Florida. In attendance were the following trustees: Tammy Norton (President), Daniel Nevels (Vice-President), Marisol Gonzalez (Treasurer), and April Wilkosz. This did not comprise a quorum. Trustees absent - Roy Merritt, David Zepco , Gwen Jonas (Secretary). No members of the public were present.

President Tammy Norton read the minutes of the previous meeting and inquired if there were any changes to be made. No changes were requested.

President Tammy Norton asked for the Treasurer's Report. The Treasurer, Marisol Gonzalez, stated there was \$59,677.83 in the checking account. Reviewed expenses. A copy of the treasurer's report is attached to the minutes of the meeting.

Old Business:

1. newspaper affidavits - There was also a bill for the last ad. Daniel Nevels believes this was charged to his credit card, but will call the paper to make sure. Treasurer will either pay the paper or reimburse Daniel depending on what he finds out.

UPDATE: Times was paid - remove from agenda.

2. letter to home owners - completed. Two letters were returned undeliverable. Trustee Tammy Norton will re-mail these to the property address.

UPDATE: Completed - remove from agenda.

3. bonds - bonds applied for

UPDATE: All bonds received and up to date - remove from agenda

4. Fence being damaged by tree roots - working on getting a bid for repair - see #7

5. website content and updates - this issue tabled again due to time

6. public works updates for the neighborhood:

- The roads are not bad enough for repaving. Pot holes will be filled

- The main sewer at the end of the road was jet vacced. They cleaned and jet vacced the other catch systems as well. Tatiana noted after Irma there was water backing up again and she is putting in a new ticket with pictures to try and get it fixed again.

- The sidewalks in front of 12 houses are scheduled to be repaired in the next couple of weeks.

- They have contracted with someone to do the trees - west side Cabot up towards Oakshire. No date for completion.

UPDATE: We think only the trees have been done. Continue to monitor.

7. Fence pole broken off at ground level behind Mr. Bird's house - 5038 Oakshire. He said that this happened during Irma. Needs to be repaired. Trustee April Wilkosz will call West Florida Fence and Larry France and get bids on the repair. Also for the 38 missing pole toppers along the fence line. Trustee Tammy Norton motioned to take the lowest bid and proceeded with the repair immediately, Trustee April Wilkosz seconded. Approved by vote 6-0

UPDATE: Neither of the people that April contacted followed through with bids. Marisol was able to obtain 2 bids - Bravo Fence for \$591 and Best Made Enterprises for \$716. Bravo Fence also had 2 alternative ideas for repairing the tree root damage. April will call Bravo Fence and arrange for the repair of the broken post and missing caps. She will also ask them to do an estimate for the root damage work.

8. Trustee Tammy Norton questioned double signature policy on checks. No one sure where this requirement comes from. Trustee Marisol Gonzales will check with the bank, trustee Tammy Norton will check with the county. Marisol will also check with the bank on the possibility of getting a debit card for our account so that people will not have to use personal credit cards for things like the news paper ads.

UPDATE: Double signatures is the county's policy. Marisol got the information on the credit/debit card question and this will be revisited at the next meeting when we have a quorum.

9. FY '17 financial statement. Marisol will contact the accountant and get the financial statement done.

UPDATE: Marisol got the financial statement back from the accountants, but there is an issue with the infrastructure asset which is suddenly no longer on the report. Once this is fixed the report will be submitted to Mary and the state. The only thing left will be entry into the LODGER system which does not have to be done this month.

10. public depositor annual report. Trustee Tammy Norton explained that she does not understand the report and will get in contact with Mary Mahoney and see if she can clarify what needs to be done.

UPDATE: Tammy contacted Mary, Marisol contacted the bank, forms completed and submitted - remove from agenda.

New Business:

Accountant bill is \$300.00. Marisol will pay when Financial statement is complete.

Being no further business, Trustee Tammy Norton moved to adjourn the meeting and Trustee Daniel Nevels seconded. The meeting was adjourned at 8:45 PM.

President: